

# **NEW RICHMOND POLICE AND FIRE COMMISSION**

April 5, 2016 Meeting Minutes

## **1. CALL TO ORDER**

The meeting was called to order at 7:02 PM.

## **2. ROLL CALL**

Present:

Don Schoenherr	dkschoenherr@gmail.com
Pat Becker	becker41@frontiernet.net
Wendy Dadez	wdadez@hotmail.com
Mike Montello	mmontello@bernardsnt.com
David Levi	dhlevi1@frontier.com

Copy To:

Fred Horne	mayorfred@frontier.com
Patty VanVynckt	pvanvynckt@newrichmondwi.gov
Nicole Friendt	nrfireoffice@frontiernet.net
James VanderWyst	nrfire@frontiernet.net
Craig Yehlik	cyehlik@newrichmondwi.gov
Mike Darrow	mdarrow@newrichmondwi.gov
Kari Kraft	kkraft@newrichmondwi.gov

## **3. ADOPTION OF AGENDA**

A motion was made by Mike Montello and seconded by Pat Becker to adopt the Agenda as written. The motion passed.

## **4. READING and APPROVAL OF MEETING MINUTES**

A motion was made by Pat Becker and seconded by Wendy Dadez to approve the March 4, 2016 Meeting Minutes as written. The motion passed.

## **5. CLOSED SESSION**

A motion was made by Mike Montello and seconded by David Levi to go into closed session pursuant to Section 19.85(1)(c) Wisconsin Statutes. The motion passed.

Roll Call for Closed Session at 7:05 PM:

- Don Schoenherr
- Pat Becker
- Wendy Dadez
- Mike Montello
- David Levi

A motion was made by Pat Becker and seconded by David Levi to come out of closed session. The motion passed.

## **6. OPEN SESSION**

## **7. FIRE CHIEF UPDATE ON PROMOTIONAL PROCESS AND STRUCTURE UPDATE**

Fire Chief VanderWyst was unable to attend this meeting. He did; however, send notice to Acting Police Chief Craig Yehlik's with the New Richmond Fire & Rescue command structure.

## **8. RECOMMENDATION OF ACTING CHIEF REGARDING DETECTIVE AND SERGEANT PROMOTION**

After the interview and testing procedures that were done at the New Richmond Police Department, it is acting Chief Craig Yehlik's recommendation to move forward with the Sergeant's promotional process for Officer Nicolas Cramlet.

A motion was made by Mike Montello and seconded by Wendy Dadez to accept Acting Chief Yehlik's recommendation. The motion passed.

It is acting Chief Craig Yehlik's recommendation to move forward with the Detective's promotional process for Officer Jason Noel. This is for the full-time open Detective's position.

A motion was made by Pat Becker and seconded by Dave Levi to accept Acting Chief Yehlik's recommendation. The motion passed.

## **9. COMMUNICATION and MISCELLANEOUS**

### Lowry Hotel

There was discussion about The Lowry Hotel; calls for service and the bed bug issue. It was stated that a New Richmond Police Officer did transport a bed bug from the hotel on his uniform and in his vehicle. Acting Chief Yehlik believes that the bed bug issue is on the agenda for the next City's Safety Committee meeting. He also advised that there is a bed bug sniffing dog that has been to the New Richmond Police Department. It is \$180 just to have the dog come over to sniff the cars. It is also very costly to get the cars treated with heat to kill them off.

### Fire Department

There was discussion about the Commissions involvement with the Fire Department. Don Schoenherr advised that he would touch base with Chief VanderWyst.

### Police Chief Hiring

There was discussion about the hiring process for the full-time Police Chief and the City's involvement in this process. There was also discussion about the Internal Review of Applications/ Qualifications and the Panel Review of Applications/Selection of Interview 1 Candidates. The Commission discussed that there was a tentative meeting scheduled for April 14th at 5:00 PM to determine which applicants made the cut. However, there was a lot of confusion about the proposed timeline of events. Don Schoenherr stated that he would contact Kari Kraft to fine-tune the schedule.

In the Qualifications and Application Packet, the dates listed are as follows:

- Position Announcement                      March 10
- Application Deadline                         April 11
- Review of Applications                       April 14
- First Interviews                                April 20
- Recommendation of Candidates           April 21
- Second Interviews                             May 2

The Commission inquired as to why the posting for the Police Chief position took four extra days to hit the Wisconsin Chiefs of Police Association (WCPA) website. There was also discussion about the verbiage used "apply by" and what exactly that meant. An example was given - if the applicant mailed their application on the due date, technically that person has "applied by" the deadline.

## **10. ADJOURNMENT**

A motion was made by Mike Montello and seconded by Pat Becker to adjourn the meeting. The motion carried. The meeting ended at 8:17 PM.

## **10. NEXT MEETING**

The next Police and Fire Commission meeting has been scheduled for 7:00 PM on Thursday, April 14, 2016 at the New Richmond Fire Department - Training Room.